



# ROYSTON TOWN COUNCIL

Town Clerk: Miss Caroline Mills PSLCC

30<sup>th</sup> January 2024

To all Members of the Planning Committee

Dear Councillor

The next meeting of the Planning Committee will be held in Room 11, Town Hall, Royston, on Monday 5<sup>th</sup> February 2024, at 7.30pm, and you are summoned to attend. The agenda is set out below.

Members of the public and press are welcome to attend any of the Council's Full Council or Committee meetings and listen to the debate. All agendas, reports and minutes can be viewed on the Council's website [www.roystontowncouncil.gov.uk](http://www.roystontowncouncil.gov.uk). This meeting may be recorded.

Please let me know if you are unable to attend.

Yours sincerely

*Caroline Mills*

Town Clerk

## AGENDA

### Climate and Biodiversity Emergency:

Chair to remind Members to be mindful of the climate and biodiversity emergency declared by Royston Town Council when making decisions on behalf of the council.

### PUBLIC PARTICIPATION

Time will be set aside for members of the public to address the Council on items on the agenda. A maximum of 15 minutes is allocated to public participation and any individual member of the public shall have three minutes to deliver their statement. Members of the public should contact the Town Clerk, in advance of the meeting, if they wish to speak.

#### 1. Apologies:

To receive apologies for absence.

#### 2. Declarations of interest and dispensations.

##### 2.1 To receive declarations of interest from councillors on items on the agenda.

Members are reminded that they are required to notify the Chair of any declarations of interest in respect of any business set out in the agenda at the commencement of the relevant item on the agenda.

Members declaring a Disclosable Pecuniary Interest must withdraw from the meeting for the duration of the item. Members declaring other declarable interests, which requires they leave the room under the Code of Conduct, can speak on the item, if members of the public are allowed to speak, but must leave the room before the debate and vote.

It is up to a member to determine whether to make a declaration, however, if you should require any assistance, please consult the Town Clerk prior to the meeting.

##### 2.2 Town Clerk to receive written requests for dispensations for interests.

##### 2.3 To grant any requests for dispensation as appropriate.

Town Hall, Melbourn Street, Royston, Herts., SG8 7DA

Tel: 01763 245484 Email: [town.clerk@roystontowncouncil.gov.uk](mailto:town.clerk@roystontowncouncil.gov.uk)

**3. Minutes:**

To approve as a correct record the minutes of the meeting of the Planning Committee held on:

- Monday 8<sup>th</sup> January 2024 (minutes 255/24 to 260/24, copy enclosed).

**4. To consider and formulate a response to the following planning applications:**

- a) 24/00040/FPH      5 Betjeman Road, Royston, Hertfordshire, SG8 5UP  
Full Permission Householder: Part single storey, part two storey front extension, first floor side extension, and erection of front elevation boundary wall with railings to match existing following removal of existing hedge. (as a variation of planning reference 22/02670/FPH granted on 10.01.23)
- b) 23/02934/LBC      22-24 High Street, Royston, Hertfordshire, SG8 9AG  
Listed Building Consent: Internal alterations and external alterations to facilitate the change of use and conversion of part of ground floor, first floor and second floor from Class E (retail) to Class C3 (residential) to provide 1 x 2 bed apartment on first floor and 1 x 1 bed apartment on second floor.
- c) 24/00043/FPH      29 Poplar Drive, Royston, Hertfordshire, SG8 7ER  
Full Permission Householder: Single storey front and side extension following demolition of existing attached front garage.
- d) 24/00120/FPH      28 Garden Close, Royston, Hertfordshire, SG8 7HX  
Full Permission Householder: Single storey rear extension.
- e) 24/00149/FPH      3 Green Drift, Royston, Hertfordshire, SG8 5DB  
Full Permission Householder: Single storey rear infill extension and alterations to front and side elevation fenestration.
- f) 24/00114/FPH      4 Kiln House Yard, Baldock Street, Royston, Hertfordshire, SG8 5AY  
Full Permission Householder: Retention of conversion of offices (use class E) into one 4-bed dwelling (use class C3).
- g) 24/00118/FPH      5 Fieldfare Way, Royston, Hertfordshire, SG8 7XR  
Full Permission Householder: Single storey rear extension and insertion of rooflights to existing front and box dormer to existing rear roofslope to facilitate conversion of loft into habitable accommodation.
- h) 24/00143/FP      Former 40-42, High Street, Royston, Hertfordshire, SG8 9AG  
Full Planning Permission: Addition of 4th storey to existing building to provide two 2-bed and one 1-bed self-contained flats.
- i) 24/00155/FP      Tannery Drift School, Tannery Drift, Royston, Hertfordshire, SG8 5DE  
Full Planning Permission: Retention of detached, timber framed building for educational use with ramped access and pathway to be provided to existing pedestrian access.

**5. Appeals: Members to note the following appeal:**

APP/X1925/W/23/3326023 Site address: 38 Heathfield, Royston, Hertfordshire, SG8 5BN

Description: Erection of one single storey 3-bed residential dwelling following demolition of existing garage including alterations to existing vehicular access/driveway and associated works.

**6. Updated list of planning decisions:**

Members to note the updated list of planning decisions (attached).

Date of next meeting: 4<sup>th</sup> March 2024